



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING AND MATERIALS MANAGEMENT

NOTIFICATION OF STATEWIDE CONTRACT

November 19, 2014

CONTRACT TITLE: MAILING ROOM EQUIPMENT, SUPPLIES AND MAINTENANCE

CURRENT CONTRACT PERIOD: OCTOBER 13, 2013 THROUGH OCTOBER 12, 2014

BUYER INFORMATION: Nicolle Skaggs
573-751-5341
Nicolle.skaggs@oa.mo.gov

RENEWAL INFORMATION	Original Contract Period	Potential Final Expiration
	3/12/12 through 10/12/13	OCTOBER 12, 2016

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.
PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS **PREFERRED** FOR ALL STATE AGENCIES.

This contract has been established for the convenience of state agencies. Local Purchase Authority may be used to purchase supplies/services included in this contract from an alternative source at the discretion of the agency.

NOTICE TO STATE AGENCIES: THE STATE OF MISSOURI CONTRACTS STATED HEREIN SHALL INCLUDE ONLY MAINTENANCE, POSTAGE METER RENTALS, AND OUTRIGHT PURCHASE OF EQUIPMENT AND SUPPLIES, RENTAL AGREEMENTS AND FAIR MARKET VALUE LEASE AGREEMENTS AT THE PRICING IDENTIFIED IN THE CONTRACT. NO LEASE PURCHASE FINANCING ARE PERMITTED UNDER THE CONTRACTS FOR STATE OF MISSOURI STATE AGENICES. HOWEVER, POLITICAL SUBDIVISIONS PARTICIPATING IN THE MISSOURI COOPERATIVE PROCUREMENT PROGRAM ARE ELIGILBE TO UTILIZE RENTAL AND LEASE AGREEMENTS PROVIDED THROUGH THESE CONTRACTS.

The entire contract document may be viewed and printed from the Division of Purchasing & Materials Management's **Awarded Bid & Contract Document Search** located on the Internet at <http://www.oa.mo.gov/purch>.

~ Instructions for use of the contract, specifications, requirements, and pricing are attached ~.

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/WBE	COOP PROCUREMENT
C112169001	0604950500 V	Pitney Bowes, Inc. One Elmcroft Road Stamford, CT 06926-0700 Attn: Francie Coffey Phone: 213-256-1917 Fax: 203-460-9181 E-mail: Francie.coffey@pb.com On-Line: http://www.aboutwsca.org/contract.cfm/contract/n9-2011	No	Yes
C112169002	9423888820 2	Neopost USA, Inc. 478 Wheelers Farms Rd Milford, CT 06461 Attn: David Nagel Phone: 573-489-8860	No	Yes

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/ WBE	COOP PROCURE -MENT
		Fax: 203-876-5459 E-mail: d.nagel@neopost.com On-Line: http://www.aboutwsca.org/contract.cfm/contract/n9-2011		
C112169003	8007288370 0	Bell and Howell, LLC 3791 S. Alston Avenue Durham, NC 27713-1803 Attn: Marjorie McDermott Phone: 801-930-5402 Fax: 866-593-1694 E-mail: marjorie.mcdermott@bhemail.com On-Line: http://www.aboutwsca.org/contract.cfm/contract/n9-2011	No	Yes
C112169004	3817165630 0	FP Mailing Solutions 140 N. Mitchell Ct., Suite 200 Addison, IL 60101 Attn: Joan Rader Phone: 630-827-5722 Fax: 800-810-3761 E-mail: jrader@fp-usa.com On-Line: http://www.aboutwsca.org/contract.cfm/contract/n9-2011	No	Yes
C112169005	7704549660 0	Stamps.com 1990 E. Grand Avenue El Segundo, CA 90245 Attn: Eric Stout Phone: 310-482-5874 Fax: 888-711-1183 E-mail: estout@stamps.com On-Line: http://www.aboutwsca.org/contract.cfm/contract/n9-2011	No	Yes
C112169006	2220138920 0	Opex Corporation 305 Commerce Drive Moorestown, NJ 08057 Attn: Winnie W. Chow Phone: 856-727-1100 x 2202 Fax: 856-727-1955 E-mail: wchow@opex.com On-Line: http://www.aboutwsca.org/contract.cfm/contract/n9-2011	No	No

STATEWIDE CONTRACT HISTORY

The following summarizes actions related to this Notification of Statewide Contract since its initial issuance. Any and all revisions have been incorporated into the attached document.

Contract Period	Issue Date	Summary of Changes
10/12/14 – 10/11/16	11/19/2014	2 Year Renewal for Contract C112169001 through C112169005 1 Year Renewal of Contract C112169006 Addition of the Eprocurement fee language
10/13/13 – 10/12/14	07/01/14	Addition of contract C112169006 with Opex Corporation
10/13/13 – 10/12/14	10/15/13	Renewal for Contracts C112169001 – C112169005
03/12/12 – 10/12/13	9/18/13	Added Contract C112169003 – Bell and Howell, LLC
03/12/12 – 10/12/13	8/23/13	Added Contract C112169005 – Stamps.com
03/12/12 – 10/12/13	7/24/12	The usage of rental agreements and fair market value lease agreements have been included in the contract for Missouri State Agencies. No lease purchase financing are permitted under the contracts for State of Missouri State Agencies.
03/12/12 – 10/12/13	05/23/12	The usage of Rental and Lease agreement has been included in the contracts for Political subdivisions participating in the Missouri Cooperative Procurement Program. Missouri State agencies are not permitted to participate in Rental and/or lease agreements other than postage meter rentals.
03/12/12 – 10/12/13	3/28/12	Initial issuance of new statewide contract. Additional contracts may be added in the future.

Purpose and Use of Contracts:

Contracts C112169001 (Pitney Bowes, Inc.), C112169002 (Neopost USA), C112196003 (Bell & Howell LLC) C112169004 (FP Mailing Solutions), C112169005 (Stamps.com) and C112169006 (Opex Coporation) are “preferred use” contracts established to make available mailing equipment, meter rentals, maintenance and supplies to Missouri state agencies and political subdivisions participating in the Missouri Cooperative Procurement program. These contracts replace C111223001 (Pitney Bowes, Inc.) and C111223002 (Neopost USA) which expired December 31, 2011.

State agencies are advised to check each contract for the purchase of these items and to choose the best product, best price, best delivery the various contracts make available to them. All contracts are “preferred use” contracts which means that the contracts have been bid with the goal of providing good market pricing and product variety to state agencies. Agencies are encouraged to use preferred-use contracts but in rare instances where the state agency can obtain like or similar products that meet the state agency’s needs at a better price, then the agency has authority to purchase the items from other sources so long as the provisions of the Local Purchasing Authority Delegation are followed. The Delegation can be viewed and downloaded from the internet at this site: <http://oa.mo.gov/purch/agencyinfo/deptpad.pdf>.

PITNEY BOWES, INC.

The following information is specific only to contract **C112169001** with Pitney Bowes, Inc.

NOTICE TO STATE AGENCIES: THE STATE OF MISSOURI CONTRACTS STATED HEREIN SHALL INCLUDE ONLY MAINTENANCE, POSTAGE METER RENTALS, AND OUTRIGHT PURCHASE OF EQUIPMENT AND SUPPLIES, RENTAL AGREEMENTS AND FAIR MARKET VALUE LEASE AGREEMENTS AT THE PRICING IDENTIFIED IN THE CONTRACT. NO LEASE PURCHASE FINANCING ARE PERMITTED UNDER THE CONTRACTS FOR STATE OF MISSOURI STATE AGENICES. HOWEVER, POLITICAL SUBDIVISIONS PARTICIPATING IN THE MISSOURI COOPERATIVE PROCUREMENT PROGRAM ARE ELIGILBE TO UTILIZE RENTAL AND LEASE AGREEMENTS PROVIDED THROUGH THESE CONTRACTS.

Awarded Categories for Contract C112169001:

Rental Postage Meter • Ultra Low Volume Mailing Systems • Low Volume Mailing Systems • Medium Volume Mailing Systems • High Volume Mailing Systems • Integrated Postal Scales • High Volume Letter Folders • Inserter Productions • Low Volume Folder-Inserters • Medium Volume Folder-Inserter • High Volume Folder-Inserter • Production Folder-Inserter • Low Volume Ink Jet Envelope Mail Labeler • Medium Volume Ink Jet Envelope • High Volume Ink Jet Envelope Addressing System • Production Ink Jet Envelope Addressing System • Low Volume Tabbers • Medium Tabbers • High Tabbers • Pre-Sorting Equipment • Software License and Subscription • Mailroom Specific Furniture

Notice Specific to Mailroom Furniture: The purchase of mailroom furniture shall be subject to the approval of Missouri Vocational Enterprises as mandated in Section 217.575 RSMo.

Ordering: Contact Pitney Bowes by telephone, fax or e-mail to place an order.

Pitney Bowes, Inc.
One Elmcroft Road
Stamford, CT 06926-0700
213-256-1917
203-460-9181 (fax)
Francie.coffey@pb.com

Payment Terms: Net 45 days

Delivery: 20 calendar days ARO or as mutually agreed upon.

Warranty: Contact Pitney Bowes for warranty information

Contract Pricing: Current contract pricing for Pitney Bowes can be found at the following website:

NEOPOST USA, INC.

The following information is specific only to contract **C112169002** with Neopost USA, Inc.

NOTICE TO STATE AGENCIES: THE STATE OF MISSOURI CONTRACTS STATED HEREIN SHALL INCLUDE ONLY MAINTENANCE, POSTAGE METER RENTALS, AND OUTRIGHT PURCHASE OF EQUIPMENT AND SUPPLIES, RENTAL AGREEMENTS AND FAIR MARKET VALUE LEASE AGREEMENTS AT THE PRICING IDENTIFIED IN THE CONTRACT. NO LEASE PURCHASE FINANCING ARE PERMITTED UNDER THE CONTRACTS FOR STATE OF MISSOURI STATE AGENICES. HOWEVER, POLITICAL SUBDIVISIONS PARTICIPATING IN THE MISSOURI COOPERATIVE PROCUREMENT PROGRAM ARE ELIGILBE TO UTILIZE RENTAL AND LEASE AGREEMENTS PROVIDED THROUGH THESE CONTRACTS.

Awarded Categories for Contract C112169002:

Rental Postage Meter • Ultra Low Volume Mailing System • Low Volume Mailing Systems • Medium Volume Mailing Systems • High Volume Mailing Systems • Production Volume Mailing Systems • Integrated Postal Scales • Low Volume Letter Openers • High Volume Letter Openers • Low Volume Letter Folders • High Volume Letter Folders • Inserters Production • Low Volume Folder-Inserters • Medium Volume Folder-Inserters • High Volume Folder-Inserters • Production Folder-Inserters • Low Volume Ink Jet Envelope Addressing System • Medium Volume Ink Jet Envelope Addressing System • High Volume Ink Jet Envelope Addressing System • Production Ink Jet Addressing System • Low Volume Tabbers • Medium Volume Tabbers • High Volume Tabbers • Software License and Subscription • Mail Room specific Furniture

Notice Specific to Mailroom Furniture: The purchase of mailroom furniture shall be subject to the approval of Missouri Vocational Enterprises as mandated in Section 217.575 RSMo.

Ordering: Contact Neopost USA, Inc. by telephone, fax or e-mail to place an order.

Neopost USA, Inc.
478 Wheelers Farms Rd
Milford, CT 06461
Attn: David Nagel
Phone: 573-489-8860
Fax: 203-876-5459
E-mail: d.nagel@neopost.com

Payment Terms: Net 45 days

Delivery and Installation: 30-180 calendar days ARO depending on equipment configuration.

Warranty: Contact Neopost USA, Inc. for warranty information

Contract Pricing: Current contract pricing for Neopost USA, Inc. can be found at the following website:
<http://www.neopostinc.com/NAGA/Government-Accounts/WSCA.aspx>

BELL AND HOWELL, LLC

The following information is specific only to contract **C112169003** with Bell and Howell, LLC

NOTICE TO STATE AGENCIES: THE STATE OF MISSOURI CONTRACTS STATED HEREIN SHALL INCLUDE ONLY MAINTENANCE, POSTAGE METER RENTALS, AND OUTRIGHT PURCHASE OF

EQUIPMENT AND SUPPLIES, RENTAL AGREEMENTS AND FAIR MARKET VALUE LEASE AGREEMENTS AT THE PRICING IDENTIFIED IN THE CONTRACT. NO LEASE PURCHASE FINANCING ARE PERMITTED UNDER THE CONTRACTS FOR STATE OF MISSOURI STATE AGENICES. HOWEVER, POLITICAL SUBDIVISIONS PARTICIPATING IN THE MISSOURI COOPERATIVE PROCUREMENT PROGRAM ARE ELIGILBE TO UTILIZE RENTAL AND LEASE AGREEMENTS PROVIDED THROUGH THESE CONTRACTS.

Awarded Categories for Contract C112169003:

Insenter Productions, High Volume Folder-Insenter, Production Folder-Insenter, Pre-Sorting Equipment

Ordering: Contact Bell and Howell, LLC by telephone, fax or e-mail to place an order.

Bell and Howell, LLC
3791 S. Alston Avenue
Durham, NC 27713-1803
801-930-5402
866-593-1694 (fax)
Marjorie.mcdermott@bhemail.com

Payment Terms: Net 45 days

Delivery and Installation: To be determined, depending on equipment configuration.

Warranty: Contact Bell and Howell, LLC for warranty information

Contract Pricing: Missouri state agencies shall contact Marjorie McDermott for a current WSCA mail equipment, supplies and maintenance pricing catalog.

FP Mailing Solutions

The following information is specific only to contract **C112169004** with FP Mailing Solutions

NOTICE TO STATE AGENCIES: THE STATE OF MISSOURI CONTRACTS STATED HEREIN SHALL INCLUDE ONLY MAINTENANCE, POSTAGE METER RENTALS, AND OUTRIGHT PURCHASE OF EQUIPMENT AND SUPPLIES, RENTAL AGREEMENTS AND FAIR MARKET VALUE LEASE AGREEMENTS AT THE PRICING IDENTIFIED IN THE CONTRACT. NO LEASE PURCHASE FINANCING ARE PERMITTED UNDER THE CONTRACTS FOR STATE OF MISSOURI STATE AGENICES. HOWEVER, POLITICAL SUBDIVISIONS PARTICIPATING IN THE MISSOURI COOPERATIVE PROCUREMENT PROGRAM ARE ELIGILBE TO UTILIZE RENTAL AND LEASE AGREEMENTS PROVIDED THROUGH THESE CONTRACTS.

Awarded Categories for Contract C112169004:

Rental Postage Meter • Ultra Low Volume Mailing Systems • Low Volume Mailing System • Medium Volume Mailing Systems • Integrated Postal Scales • Low Volume Letter Openers • High Volume Letter Openers • Low Volume Letter Folder • High Volume Letter Folder • Low Volume Folder-Insenter • Medium Volume Folder-Insenter • High Volume Folder-Insenter • Low Volume Envelope Mail Labeler • Medium Volume Envelope Mail Labeler • High Volume Mail Labeler • Low Volume Ink Jet Envelope Addressing • Medium Volume Ink Jet Envelope Addressing • High Volume Ink Jet Envelope Addressing • Production Ink Jet Envelope Addressing • Low Volume Tabbers • Medium Volume Tabbers • High Volume Tabbers • Mailroom Specific Furniture

Notice Specific to Mailroom Furniture: The purchase of mailroom furniture shall be subject to the approval of Missouri Vocational Enterprises as mandated in Section 217.575 RSMo.

Ordering: Contact FP Mailing Solutions by telephone, fax or e-mail to place an order.

FP Mailing Solutions
140 N. Mitchell Ct., Suite 200
Addison, IL 60101
630-827-5722
800-810-3761 (fax)
jrader@fp-usa.com

Payment Terms: Net 45 days

Delivery and Installation: 20 calendar days ARO

Warranty: Contact FP Mailing Solutions for warranty information

Contract Pricing: Missouri state agencies shall contact Joan Rader for a current WSCA mail equipment, supplies and maintenance pricing catalog.

Stamps.com

The following information is specific only to contract **C112169005** with Stamps.com

NOTICE TO STATE AGENCIES: THE STATE OF MISSOURI CONTRACTS STATED HEREIN SHALL INCLUDE ONLY MAINTENANCE, POSTAGE METER RENTALS, AND OUTRIGHT PURCHASE OF EQUIPMENT AND SUPPLIES, RENTAL AGREEMENTS AND FAIR MARKET VALUE LEASE AGREEMENTS AT THE PRICING IDENTIFIED IN THE CONTRACT. NO LEASE PURCHASE FINANCING ARE PERMITTED UNDER THE CONTRACTS FOR STATE OF MISSOURI STATE AGENICES. HOWEVER, POLITICAL SUBDIVISIONS PARTICIPATING IN THE MISSOURI COOPERATIVE PROCUREMENT PROGRAM ARE ELIGILBE TO UTILIZE RENTAL AND LEASE AGREEMENTS PROVIDED THROUGH THESE CONTRACTS.

Awarded Categories for Contract C112169005:

Software, License and Subscriptions

Ordering: Contact Stamps.com by telephone, fax or e-mail to place an order.

Stamps.com
1990 E. Grand Avenue
El Segundo, CA 90245
310-482-5874
888-711-1183 (fax)
estout@stamps.com

Payment Terms: Net 45 days

Delivery and Installation: 1-3 business days

Contract Pricing: Current contract pricing for Stamps.com can be found at the following website:
<http://www.stamps.com/enterprise/government/state-local/missouri/>

Opex Corporation

The following information is specific only to contract **C112169006** with Opex Corporation.

NOTICE TO STATE AGENCIES: THE STATE OF MISSOURI CONTRACTS STATED HEREIN SHALL INCLUDE ONLY MAINTENANCE, POSTAGE METER RENTALS, AND OUTRIGHT PURCHASE OF EQUIPMENT AND SUPPLIES, RENTAL AGREEMENTS AND FAIR MARKET VALUE LEASE AGREEMENTS AT THE PRICING IDENTIFIED IN THE CONTRACT. NO LEASE PURCHASE FINANCING ARE PERMITTED UNDER THE CONTRACTS FOR STATE OF MISSOURI STATE AGENICES. HOWEVER, POLITICAL SUBDIVISIONS PARTICIPATING IN THE MISSOURI COOPERATIVE PROCUREMENT PROGRAM ARE ELIGIBLE TO UTILIZE RENTAL AND LEASE AGREEMENTS PROVIDED THROUGH THESE CONTRACTS.

Awarded Categories for Contract C112169006:

Extractors

Notice Specific to Mailroom Furniture: The purchase of mailroom furniture shall be subject to the approval of Missouri Vocational Enterprises as mandated in Section 217.575 RSMo.

Ordering: Contact Opex Corporation by telephone, fax or e-mail to place an order.

Opex Corporation
305 Commerce Drive
Moorestown, NJ 08057
Attn: Winnie W. Chow
Phone: 856-727-1100 x 2202
Fax: 856-727-1955
E-mail: wchow@opex.com

Payment Terms: Net 45 days

Delivery: As mutually agreed upon.

Warranty: Contact Opex Corporation for warranty information

Contract Pricing: Missouri state agencies shall contact Winnie Chow for a current WSCA extractor pricing.

Mailing Room Equipment, Supplies and Maintenance
Statewide

001	C/S Code: 60071 <i>Mailing, Packaging and Shipping Machines</i> Mailing Equipment Contact contractor for Pricing.	Totl
002	C/S Code: 60080 <i>Postage Equipment Supplies</i> Mailing Equipment Supplies Contact contractor for Pricing.	Totl
003	C/S Code: 93699 <i>Mtc/Repair Services for General Services</i> Mailing Equipment Maintenance Contact contractor for Pricing.	MO
004	C/S Code: 98560 <i>Postal Equipment Rental or Lease</i> Postage Meter Rental Contact contractor for Pricing.	MO
005	C/S Code: 92046 <i>Software Updating Services</i> Software License and Subscription Contact contractor for Pricing.	Totl

**State of Missouri
Office of Administration
Division of Purchasing and Materials Management
Contract Performance Report**

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one contractor or product, please make copies as needed. This office will use the information to improve products and services available to state agency users. **Comments should include those of the product's end user.**

Contract No.: _____ **Contractor:** _____

Describe Product Purchased (include Item No's., if available): _____

Rating Scale: 5 = Excellent, 4 = Good, 3 = Average, 2 = Poor, 1 = Fails to meet expectations

Product Rating	Rate 1-5, 5 best
Product meets your needs	
Product meets contract specifications	
Pricing	

Contractor Rating	Rate 1-5, 5 best
Timeliness of delivery	
Responsiveness to inquiries	
Employee courtesy	
Problem resolution	
Recall notices handled effectively	

Comments: _____

Prepared by: _____ **Title:** _____ **Agency:** _____

Date: _____ **Phone:** _____ **Email:** _____

Address: _____

Please detach or photocopy this form & return by FAX to 573/526-9816, or mail to:

Office of Administration
Division of Purchasing and Materials Management
301 West High Street, RM 630
PO Box 809
Jefferson City, Missouri 65102
You may also e-mail form to the buyer as an attachment at
nicolle.skaggs@oa.mo.gov